

## City Administrator Report to Mayor & City Council

2018.06.22, Edition No. 313

### WEEKLY UPDATE:

- Miss Drive Flyover: Please see the following link: <https://www.youtube.com/user/CityofMuscatine>.
- Bi-State: Attached is the June 27, 2018 Bi-State Regional Commission meeting packet.
- Branding: The Branding Committee will be attending the July 12th In-Depth Session to review the branding plans.
- Sirens: Attached is the Muscatine County Siren SOP.
- EMA: The following are questions from Council member Brockert and Chief Ewer's responses. Just an FYI.
  - *Is there a hard copy of the city's emergency preparedness plan I could have to study prior to Friday?* Matt did not leave any books, plans, paperwork, or anything. Must have been 100% paperless. I just got access to the state's sharepoint, which has all our 15 ESF's (Emergency Support Functions). The ESF's are the County's Emergency Preparedness Plan that gets submitted to the state, which city's are automatically included, unless they deem to have their own city plan. I will need to log in and access these files and save them and then email them to you. My goal is to get these uploaded on the County Website under EMA. Hopefully I can get you the 15 ESF's by the end of today.
  - *Does the city have copies of MSDSs for all of the hazardous materials that roll through town in tank cars and tank trucks, particularly the HHMs?* Have our local manufacturers provided us with MSDSs of the raw materials they use in their processes and MSDSs for any finished products (i.e., grain alcohol, ethanol, Roundup, etc.)? The simple answer is no. The City (Fire Department) doesn't keep copies of all MSDS's from all supplies and vendors in our community. Just like we don't keep keys to buildings. Businesses, factories, suppliers, truck drivers and rail conductors are required to have a list. If we would have a spill or an issue we would access the MSDS from them. Businesses and factories do submit annually the Tier II's, the Tier II form captures information about the types, quantities, and locations of hazardous chemicals at a given facility. The form also lists contact information for the facilities designated emergency point of contact. We have an online system that can be accessed to view. As a haz mat team for five counties we are familiar with the most common hazardous chemicals that we would encounter by rail, truck, or facility and train on those potential scenarios.
  - *Has there ever been/when was the last time a 'mock emergency' was done that involved working with outside agencies, medical facilities, etc., to test the preparedness plan?* Yes. We do these several times a year and we all (Police, Fire, Sheriff, Haz Mat, Schools, EMA, and Public Health) do these. The state requires exercises for EMA, Iowa Department of Public Health requires it for grant funding for EMS, and local businesses do these in according to their insurance company or business plan. The last few mock emergency or large

scale scenarios include Monsanto drill, GPC drill, Active Killer and Rescue Task Force in three schools (two in Muscatine and one in West Liberty). So yes, we do these a lot and Public Health, Public Safety, and other resources are involved in them. I actually just had to submit three training exercises to the state last week and just got approval from them so we are good.

#### Additional Information

The following are my notes from our meeting (Trail) on Tuesday, June 12th.

##### A. Update - Westside Trail:

1. Property r-o-w acquisitions still in progress
2. Kent-Stein Park to American Legion Section  
(a) to be constructed this Fall as part of the Soccer Parking Lot

##### B. Update - Other Area Trails:

1. Louisa County Trail - No information available at this time
2. Highway 22 Trail - No information available at this time

##### C. Chicanes/Opening at Mad Creek and Hershey Pump Station Crossings:

1. I have been informed that the Mad Creek crossing is completed
2. Hershey Pump Station Crossing is not

##### D. School Trail (Houser to Cedar):

1. I have been advised to send the letter to Superintendent Ribbe
2. I will review this letter one more time and send it on behalf of the Trail Team

##### E. Bi-State Report - Rachel:

1. Three Maps were given to the Committee for review:
  - (a) Bicycle Compatibility Rating
  - (b) Trail Counts
  - (c) Muscatine Countywide Trail System
2. I will forward them to you under a separate heading
3. Please review for discussion at the next meeting

##### F. Muscatine Trail User Counts:

1. FYI
2. Will send with Bi-State Maps

Attached are the notes and maps noted above.  
If you have any questions, please contact me. RHill



**MINUTES OF THE  
BI-STATE REGIONAL COMMISSION**

Wednesday, May 23, 2018, 3:30 p.m.  
Scott County Administrative Center  
600 West Fourth Street  
Davenport, IA

**MEMBERS PRESENT:** Earnhardt – Chair, Acri, Beck, Broderson, Carroll-Duda, Condon, Dawson, Freeman, Geenen, Gradert, Heninger, Klipsch, Lack, Lawrence, Maranda, Mather, Newton-Butt, O’Boyle, Sauer, Schloemer, Tank, Thoms, Tompkins, Waldron

**MEMBERS ABSENT:** Brown, Callaway-Thompson, Gallagher, Kiser, Knobbe, Looney, Mendenhall, Moore, Sherwin, Stoermer, Terry

**OTHERS PRESENT:** Michael Limberg, Mayor of Long Grove; Laura Fontaine, Program Officer, Community Engagement and Strategic Initiatives; Doris & Victor Day Foundation

**STAFF PRESENT:** Bulat, Grabowski, McCullough, Miller, Moritz

Chair Earnhardt called the meeting to order at 3:31 p.m. and asked for introductions of attendees.

1. Approval of the April 25, 2018 Minutes. Mayor Klipsch moved to approve the minutes of the April 25, 2018 meeting as presented. Mr. Maranda seconded the motion, and it passed unanimously.
2. Treasurer’s Report. Mayor O’Boyle presented the Treasurer’s Report for the month ending April 30, 2018, noting an ending total bank and book balance of \$782,414.55. Mayor O’Boyle moved the report be accepted as written and mailed. Mr. Gradert seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.

- a. Bills. Mayor O’Boyle presented the bills totaling \$49,377.84, as listed on the following bills listing:

**Bills List**

Henry County Economic Development Partnership (HCEDP), funds held by Bi-State for HCEDP	\$ 8,910.57
Opportunity Alliance LLC, consulting related to the enterprise zone application (cost reimbursed by participating member governments)	6,667.00
The Roosevelt Group LLC, April 2018 Legislative Technical Services (cost reimbursed by participating member governments)	20,000.00
Thomas A. Skorepa, P.C., Administrator Hearing Officer April 2018 services (cost reimbursed by MUNICES)	3,675.00

Addendum

Blackhawk Bank & Trust, VISA charge card expenses related to 1 staff attending the Region 2 Transit Advisory Conference; 1 staff attending the NAHRO Conference; Managers & Administrators Committee meeting (cost reimbursed by participants); Arsenal Intergovernmental Efforts meeting (cost reimbursed by participants); Chief Elected and Chief Administrative Officials meeting (cost reimbursed by participants); staff attending the 2018 Effective Supervisory Practices webinar series; speaker for the Alternate Fuels Summit; office supplies	3,667.23
Rock Island County Treasurer	6,458.04
06/2018                      Rent	\$4,832.58
06/2018                      Internet Access	88.00
05/2018   Managed Print Services	323.72
04/2018                      Postage	909.85
04 2018                      Printing	22.50
04 2018                      Supplies	233.41
04/2018                      Cell Phone	47.98

Mayor O’Boyle moved approval of the bills totaling \$49,377.84 as presented above. Mr. Maranda seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission’s FY 2017-18 Program Budget as of April 30, 2018. Mayor O’Boyle explained the Program Budget Status Report was mailed in members' packets. The Commission is 83.0% through the fiscal year with 74.7% expended and within budget.
- c. Contracts/Grants for Consideration. Ms. Bulat presented the following grants for consideration.
  - Grant from Illinois Department of Transportation for a Mississippi River Rail Bridges Alternatives Study. The grant is for \$100,000 for the period of July 1, 2018 through June 30, 2019.
  - Grant from Illinois Department of Transportation for an Illinois Quad Cities IL-92 Corridor Study. The grant is for \$240,000 with \$60,000 match from communities for the period of July 1, 2018 through June 30, 2019.

Mayor O’Boyle moved approval of the grants as presented above. Mayor Klipsch seconded the motion, and it passed unanimously.

- d. Consideration of Recommended FY2018 Proposed Revised Commission Planning Budget. Mayor O’Boyle reported the Finance and Personnel Committee reviewed and recommended the proposed revised FY 2018 Commission Planning Budget.  
 Mayor Klipsch motioned to approve the Revised FY2018 Program Budget as presented, and Mayor Broderson seconded. The motion passed unanimously.
- e. Presentation of Recommended FY2019 Commission Planning Budget. Ms. Bulat reviewed the draft FY 2019 Budget as recommended by the Finance and Personnel Committee. She reported dues for Bi-State’s member governments will not increase. Continuation of the merit performance review program, with a projected average of 2%, is recommended along with a 1.5% across the board annual wage adjustment. The budget will lay on the table and be considered for approval at the June 27, 2018 Commission meeting.

- f. Consideration of Recommended Selection of Firm to Conduct Commission’s Annual Audit for Fiscal Years Ending June 30, 2018, 2019, 2020, 2021, & 2022. Mayor O’Boyle announced to Commission that the firm of Bohnsack & Frommelt has been recommended by the Finance and Personnel Committee to conduct Bi-State’s annual audit for the next five years. Two firms provided bids with Bohnsack & Frommelt being the lowest bid.

Mayor Klipsch motioned to approve the selection of Bohnsack & Frommelt as the audit firm for FY18-FY22. Ms. Newton-Butt seconded, and the motion passed unanimously.

4. 2020 Census Update. Ms. Miller reported that according to the United States Constitution (Article 1, Section 2), a census must take place every 10 years in order to apportion representation amongst the states; draw congressional and state legislative districts, school districts, and voting precincts; make informed planning; and to distribute federal dollars. The next decennial census is coming up April 1, 2020.

Ms. Miller discussed three programs Bi-State assists with that help our member governments gear up for the actual Census collection. The first program is Boundary and Annexation Survey (BAS) where local jurisdictions input to the Census Bureau about boundary and name changes for their area.

The second is the Local Update of Census Addresses (LUCA) Program through which jurisdictions can review and make comments on the Census Bureau’s residential address lists. The Census Bureau needs complete and accurate address lists so the decennial census can reach every household. Local governments are given 120 days from the receipt of their LUCA materials to check addresses for their jurisdiction.

The third program is the Participant Statistical Areas Program (PSAP). Participants may review and update statistical area boundaries used to tabulate Census counts. Minimum, maximum, and optimal thresholds for population and housing units are defined for census tracts and block groups. See Figure 1 for an explanation of Census geography.

Ms. Miller also reported that the Census Bureau is developing an innovative approach with the 2020 Census that utilizes more electronic technology to complete the counts. The cost estimate for a traditional Census is \$17.8 billion, whereas an Innovative 2020 Census would be about \$12.5 billion. This accounts for fewer Census offices and staff and less burden.

5. Hard to Count Population. Ms. Fontaine noted that the decennial census is a critical tool for acquiring an accurate count of the people in the United States. Having an accurate count is essential for fair and equitable political representation and funding. At least \$600 billion in federal grants are allocated each year based on data gathered from the Census.

Ms. Fontaine reported that the Doris and Victor Day Foundation wants to help ensure as accurate a count as possible by trying to reach the Hard To Count (HTC) areas and communities. HTC areas are defined as those with a 73% or less self-response rate on the 2010 Census. Populations with a high rate include children, people of color, rural residents, those with language barriers, frequent movers, foreign born residents, households below the poverty line, large (overcrowded) households, low educational attainment households, and single-parent households.

Undercounting population could mean a loss of equal political representation and access to vital public and private resources. For example, a 1% undercount in Illinois would cause a loss in approximate \$122 million and approximately \$38 million in Iowa.

Ms. Fontaine said that the 2020 Census would be the first online Census, which may be challenging to the 23% of the population that doesn’t have internet or has unreliable internet

services. Other challenges include: concerns over the equitable distribution of funds and funding for the Census not being as high as in previous years, and the added citizenship question on the Census form that may deter people from filling out the Census fully or at all. The Doris and Victor Day Foundation is working on a public education campaign to better inform citizens about the importance of the Census.

6. Questions or Comments by Commissioners. Mr. Gradert questioned why Keithsburg was receiving services from Bi-State when they are not paying member dues. Ms. Bulat stated that the Keithsburg project was made possible by the city paying significant grant administration money, and Bi-State staff are receiving training through the process. She also noted Aledo, New Boston, Sherrard, Viola, and Windsor are members even though Mercer County is not. Mr. Gradert advised that he and Mr. Maranda are working to encourage Mercer County to rejoin Bi-State.
7. Other Business. Mr. Schloemer requested that information on the federal-aid swap be presented at the next meeting.
8. Adjournment. The meeting adjourned at 4:44 p.m.

Respectfully submitted,



Kathy Carroll-Duda  
Secretary

**BI-STATE REGIONAL COMMISSION  
TREASURER'S REPORT  
FOR THE MONTH ENDING MAY 31, 2018**

	<u>Balance May 1</u>	<u>Deposits</u>	<u>Withdrawals</u>	<u>Balance May 31</u>
<b>GENERAL SAVINGS ACCOUNT BANK &amp; BOOK BALANCE:</b>				
Balance – May 1, 2018	\$ 612,441.99			
Add Deposits		\$ 281,762.43		
Less Transfers			\$ 235,480.44	
Balance – May 31, 2018				\$ 658,723.98
<b>RLF SAVINGS ACCOUNT BANK &amp; BOOK BALANCE:</b>				
Balance – May 1, 2018	\$ 1,177.72			
Add Deposits		\$ 0.15		
Less Transfers			\$ 0.00	
Balance – May 31, 2018				\$ 1,177.87
<b>CHECKING ACCOUNT BANK AND BOOK BALANCE:</b>				
Balance – May 1, 2018	\$ 65,180.29			
Add Deposits		\$ 139,549.16		
Less Checks Written			\$ 138,880.56	
Balance – May 31, 2018				\$ 65,848.89
<b>PAYROLL ACCOUNT BANK &amp; BOOK BALANCE:</b>				
Balance – May 1, 2018	\$ 3,614.55			
Add Deposits		\$ 95,736.98		
Less Checks Written			\$ 95,829.08	
Balance – May 31, 2018				\$ 3,522.45
<b>INVESTMENT ACCOUNTS BANK &amp; BOOK BALANCE:</b>				
Balance – May 1, 2018	\$ <u>100,000.00</u>			
State Bank of Orion 12/25/17 – 6/25/18 (.35%)		\$ <u>0.00</u>		
Add Investments Made			\$ <u>0.00</u>	
Less Investments Matured				
Balance – May 31, 2018				\$ <u>100,000.00</u>
<b>TOTAL BANK &amp; BOOK BALANCE:</b>				
Balance – May 1, 2018	\$ <u>782,414.55</u>			
Deposits in May		\$ <u>517,048.72</u>		
Withdrawals in May			\$ <u>470,190.08</u>	
Balance – May 31, 2018				\$ <u>829,273.19</u>
<b><u>PASS THROUGH FUNDS</u></b>				
<b>BI-STATE RLF ACCOUNT:</b>				
Balance – May 1, 2018	\$ <u>1,008,612.12</u>			
Add Deposits		\$ <u>17,095.35</u>		
Less Withdrawals			\$ <u>100.00</u>	
Balance – May 31, 2018				\$ <u>1,025,607.47</u>
<b>MERCER-MUSCATINE RLF ACCOUNTS:</b>				
Balance – May 1, 2018	\$ <u>298,973.72</u>			
Add Deposits		\$ <u>574.72</u>		
Less Withdrawals			\$ <u>5.00</u>	
Balance – May 31, 2018				\$ <u>299,543.44</u>

**BILLS TO BE CONSIDERED FOR APPROVAL  
AT THE JUNE 27, 2018  
BI-STATE REGIONAL COMMISSION MEETING**

Opportunity Alliance LLC, consulting related to the enterprise zone application, May services, (cost reimbursed by participating member governments)	\$ 6,667.00
The Roosevelt Group LLC, May 2018 Legislative Technical Services (cost reimbursed by participating member governments)	20,000.00
Thomas A. Skorepa, P.C., Administrator Hearing Officer May 2018 services (cost reimbursed by MUNICES)	<u>2,975.00</u>
<b>TOTAL</b>	<b><u>\$29,642.00</u></b>

Additional bills for which invoices have not yet been received and will be listed on an addendum to be distributed separately.

**BI-STATE REGIONAL COMMISSION  
FY 2017-18 Program Budget Status Report  
Through Month of May – 91.7% of Year**

<b>ADOPTED BUDGET:</b>	<b>\$1,913,756.00</b>	<b>EXPLANATION:</b>
<b>EXPENDED THROUGH MAY:</b>	<b>\$1,601,420.77 (83.7%)</b>	
<b>STAFF LEVEL BUDGETED:</b>	<b>23.00 F.T.E.</b>	
<b>STAFF LEVEL MAINTAINED:</b>	<b>18.0 F.T.E.</b>	

**MEMBER GOVERNMENTS SERVED DIRECTLY AND ACTIVITIES DURING MAY:**

**ALEDO** – MMRLF Coord.; Transit Mobility/HSTP Planning; Rhubarb Fest & Antique Days Maps.  
**ALPHA** – HCEDP Participation; Transit Mobility/HSTP Planning.  
**ANDALUSIA** – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Website Support; Municipal Code Update.  
**ANDOVER** – HCEDP Participation; Transit Mobility/HSTP Planning; Website Support.  
**ANNAWAN** – Joint Purchasing Council; Transit Mobility/HSTP Planning; Trails and Greenway Planning; HCEDP and EZ Participation.  
**ATKINSON** – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; Trails and Greenway Planning; Website Support; Joint Purchasing Council Info.  
**BETTENDORF** – Air Quality Asst.; Drug & Alcohol Consort.; I-74 Bridge Coord.; Transit Planning-Performance Measures Coord.; Joint Purchasing; Haz. Mit. Plan; Riverfront Council; RLF Loan Admin.; Scott Co. Housing Council; Solid Waste Coord.; Trail Coord.; REAP Plan Update; MPO Trans. Coord.; IDPH Complete Streets; MRCTI; City/DOT Quarterly Mtg.; QCTrails.org; GOAT Trail Counting; QC TELL.  
**BLUE GRASS** – Reg. 9 Transp. Coord.; Solid Waste Coord.; Hazard Mitigation Plan; Website Support; IDPH Complete Streets.  
**BUFFALO** – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trail Planning Coordination; Hazard Mitigation Plan; IDPH Complete Streets.  
**CAMBRIDGE** – HCEDP and EZ Participation; Transit Mobility/HSTP Planning.  
**CARBON CLIFF** – Joint Purchasing; RICWMA Staffing; MPO Trans. Coord.; Trail Planning, Complete Streets Planning; GIT Coord.  
**COAL VALLEY** – Joint Purchasing; MPO Trans. Coord.; MUNICES Coord.; RICWMA Staffing; Floodplain; TIF & Zoning Map Updates; Census LUCA.Support.  
**COLONA** – HCEDP Participation; Joint Purchasing; Floodplain; Trails and Greenway Planning; GIT and Hennepin Parkway Coord.; MPO Coord.  
**CORDOVA** – RICWMA Staffing; Riverfront Council; Transit Mobility/HSTP Planning; Complete Streets Planning.  
**DAVENPORT** – Air Quality Asst.; Transit Planning-Performance Measures Coordination; FTA 5339 Grant Admin.; Joint Purchasing; Riverfront Council; RLF Loan Admin.; Scott Co. Housing Council; Solid Waste Coord.; Haz. Mit. Plan; Trails Planning; MPO Trans. Coord.; IADOT/City qtrly. mtg.; IDPH Complete Streets; QCTrails.org; GOAT Trail Counting; QC TELL; REAP Plan Update; MRCTI.  
**EAST MOLINE** – Air Quality Asst.; E9-1-1 Coord.; Joint Purchasing; MUNICES Coord.; RICWMA Staffing; Riverfront Council; RLF Admin.; RMS Coord.; MPO Trans. Coord./STBG Inquiry; Trail Planning & GIT Coord.; Complete Streets Planning; MRCTI.  
**ELDRIDGE** – Drug & Alcohol Consort.; Solid Waste Coord.; Website Support; Haz. Mit. Plan; Trails Planning; IDPH Complete Streets/Sidewalk Assessment and Policy, MPO Trans. Coord.  
**FRUITLAND** – Reg.9 Transp. Coord.; Solid Waste Coord.; IDPH Complete Streets; Municipal Code Update.  
**GALVA** – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; Trails and Greenway Planning.  
**GENESEO** – HCEDP Part.; Transit Mobility/HSTP Planning; Trail Planning and Hennepin Parkway Coord.;  
**HAMPTON** – MUNICES Coord.; RICWMA Staffing; MPO Trans. Coord.; Riverfront Council; Complete Streets Planning.  
**HENRY COUNTY** – HCEDP Part.; Joint Purch.; Transit Mobility/HSTP Plan.; Trail & Greenway Plan/Hennepin Parkway Coord./Map; MPO Trans. Coord.; Enterprise Zone App.; NW IL Water Supply Study.  
**HILLSDALE** – Transit Mobility/HSTP Planning; Floodplain.  
**KEWANEE** – HCEDP and EZ Participation; Transit Mobility/HSTP Planning; Trails and Greenway Planning.  
**LECLAIRE** – Joint Purchasing; Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; Trails Planning and Funding Inquiry; IDPH Complete Streets/Sidewalk Priorization Research; Hazard Mitigation Plan; Census LUCA Support.  
**LONG GROVE** – Reg. 9 Trans. Coord.; IDPH Complete Streets; Solid Waste Coord.; Website Support; Hazard Mitigation Plan.  
**MCCAUSLAND** – Reg. 9 Trans. Coord.; Solid Waste Coord.; IDPH Complete Streets; Hazard Mitigation Plan.  
**MILAN** – E9-1-1 Coord.; Joint Purchasing; MUNICES Coord.; RICWMA Staffing; MPO Trans. Coord.; RLF Admin.; RMS Coord.; Cons. Dispatch Study Asst.; Comp Plan Update; Fact Sheet Update; Trails Planning; Complete Streets; QCTrails.org; Census Building Permits Asst.  
**MOLINE** – Air Quality Asst.; E9-1-1 Coord.; Joint Purch.; I-74 Bridge Coord.; MUNICES Coord.; RICWMA Staffing; Riverfront Cnd; RLF Adm.; RMS Coord.; Trails Coord. and Complete Streets Planning; MPO Trans. Coord.; QCTrails.org; MRCTI.  
**MUSCATINE CITY** – Air Quality Asst.; Joint Purch.; Reg. 9 Transportation Coord.; IDPH Complete Streets; MMRLF Coord.; Solid Waste Coord.; Trails Planning/ADT Coord. & Signage; Trails Use Count Collection; MRCTI.  
**MUSCATINE COUNTY** – Air Quality Asst.; Joint Purch.; Reg. 9 Coord.; Trails Plan/ADT Coord.; Transit Mobility Coord.; MMRLF Coord.; Cedar River Watershed Planning; 2019 Aerial Photo Coord.  
**NEW BOSTON** – Transit Mobility Coord./HSTP Planning; OSLAD Grant Administration Asst.; Census BAS Asst.; 2019 Aerial Photo Coord.  
**NICHOLS** – IDPH Complete Streets; CDBG Wastewater Funding Inquiry.  
**OAK GROVE** – E9-1-1 Coord.; MPO Trans. Coord.; Census Building Permits, BAS & LUCA Support.  
**ORION** – HCEDP and EZ Participation; Website Support; Transit Mobility/HSTP Planning.  
**PORT BYRON** – RICWMA Staffing; MPO Trans. Coord.; Riverfront Council.; Trails Coord. and Complete Streets.  
**PRINCETON** – Riverfront Council; Solid Waste Coord.; MPO Trans. Coord.; IDPH Complete Streets; Trail Planning & Grant Appl.; Hazard Mitigation Plan.  
**RAPIDS CITY** – RICWMA Staffing; Riverfront Council; MPO Trans. Coord.  
**RIVERDALE** – Riverfront Council; MPO Trans. Coord.; Solid Waste Coord.; IDPH Complete Streets; Trails Coord; Website Support; Hazard Mitigation Plan.  
**ROCK ISLAND CITY** – Air Quality Asst.; E9-1-1 Coord.; Joint Purch.; MUNICES Coord.; Riverfront Cnd.; RICWMA Sfg.; RLF Loan Admin.; RMS Coord.; Trails Coordination; MPO Trans. Coord.; QCTrails.org; Complete Streets Planning; MRCTI.  
**ROCK ISLAND COUNTY** – Air Quality Asst.; E9-1-1 Coord.; Joint Purchasing; LEPC Committee; MUNICES Coord.; RICWMA Sfg. & Website Support; RMS Coord.; Trail Coord.; Transit Mobility/HSTP Planning + QC Rideshare; Passenger Rail; Floodplain Coord. Efforts; QC Health Initiative; MPO Trans. Coord.; Forest Preserve Plan Update/Complete Streets, Map Updates; GMAHA HUD Environmental Review; NWIL Water Supply Study; Stationery-Business Cards.  
**SCOTT COUNTY** – Financial Mgmt – Scott Co. KIDS and Scott Co. Hsg. Cncl.; Air Quality Coord.; I-74 Bridge Coord.; Joint Purch.; QCICNet, Reg. 9 Transportation Coord. & MPO Trans. Coord.; Federal Aid Swap Policy; Parkview Traffic Analysis; RLF Admin.; IDPH Complete Streets Planning; Trail Planning/ADT Coord.; REAP Plan Update; Transit Mobility/HSTP Planning + IA/QC Rideshare; Interop. Project; QC Health Initiative; Countywide IT Services/Equipment Coord.; Hazard Mitigation Plan Update; QC & Co EPC Meetings; Zoning Review, 2019 Aerial Photo Coord..  
**SHERRARD** – Joint Purchasing; Transit Mobility/HSTP Planning; Website Support.  
**SILVIS** – E9-1-1 Coord.; IL Intergov. Comm. Coord.; Joint Purch.; MUNICES Coord.; RICWMA Sfg.; RMS Coord.; MPO Trans. Coord.; Trails Planning & GIT Coord. and TA Funding Implementation; RLF Loan Admin; Census BAS Asst.  
**VIOLA** – Transit Mobility/HSTP Planning.  
**WALCOTT** – Reg. 9 Transportation Coord.; RLF Admin; Solid Waste Coord.; IDPH Complete Streets; Comp Plan Update; Trail Coord.; Hazard Mitigation Plan.  
**WEST LIBERTY** – Air Qual. Coord.; Reg. 9 Transportation Coord.; IDPH Complete Streets; Trails Plan/ADT Coord. Solid Waste Coord.; MMRLF.  
**WILTON** – Air Qual. Coord.; Reg. 9 Transp. Coord.; IDPH Complete Streets; Solid Waste Coord.; MMRLF.  
**WINDSOR** – Transit Mobility/HSTP Planning; CDBG Grant Admin.  
**WOODHULL** – HCEDP and EZ Participation; Transit Mobility/HSTP Planning.

## **Bi-State Report – May**

**COMMUNITY/ECONOMIC DEVELOPMENT:** Provided information to Henry County Economic Development Partnership (HCEDP) board and follow-up for the Enterprise Zone application. Attended IA RELAT meetings. Attended Iowa Regional Council of Governments meeting. Communicated with Mercer and Muscatine Counties' economic development officials to discuss development efforts and strategies. Data warehouse [www.greaterqcregiondata.org](http://www.greaterqcregiondata.org) website refinements. Attended community/economic development conference, trainings and webinars.

### **DATA/GRAPHICS/MAPPING/ON-LINE SERVICES**

**Data Center:** Staff responded to 11 data and map requests including 2 from non-profits, 1 from businesses, 2 from private citizens, and 6 from local governments. The data section of the Bi-State website had 39 page views. The data portal ([www.greaterqcregiondata.org](http://www.greaterqcregiondata.org)) had 33 sessions and 421 page views. Continued coordination of enhancements to the Data Portal Website; assisted with and monitored Rock Island Arsenal pre-BRAC data needs and 2020 Census - Participant Statistical Areas Program (PSAP), Local Update of Census Addresses (LUCA), Boundary Annexation Survey (BAS), Building Permits Survey, and Hard to Count Programs; and monitored the new Opportunity Zones Program.

**Graphics/GIS/Mapping:** QC Street Map (Folded & Wall Versions) Distribution; QCTrails.org Website Maintenance-trail safety alerts; Region-wide Aerial Photo Update Coordination; Region 9 Transportation Improvement Plan Mapping; Transit Development Plan Mapping; Update/Maintain GIS Data for Street Centerlines, Traffic Counts, MPA Boundary, Federal Functional Class Routes, Urban Areas, Corporate Limits, Landmarks, Rail, Trails, and other layers.

**www.bistateonline.org:** Total pages viewed for May 2018 was 2,902 and top pages viewed included: Joint Purchasing Council/Bid Notices (726); Home Page (703); Our Staff (123); Documents (108); Search (81); Average Daily Traffic Counts (74); Contact Us (48); and QC Metropolitan Planning Area Home Page (38).

**ENVIRONMENTAL, RECREATION, RIVERFRONT SERVICES:** Responded to inquiries & assisted with trail/recreation project funding assistance/grants and trail use counting. Preparing Rock Island County Forest Preserve Plan, Henry County Greenways and Trails Plan, and Muscatine County Trails Plan updates. Began Rock Island County Greenway updates. Served Rock Island County Waste Management Agency (RICWMA) with oversight, and management of waste disposal and recycling programs, drop-off recycling program, reporting, and overall agency administration. Attended conservation consortium meeting. Responded to RICWMA telephone inquiries from general public & media concerning solid waste and recycling issues. Participated in NW IL Water Supply Study. Continued coordination of issues related to Bi-State Region Clean Air Partnership and strategies for emission reduction. Continued multi-jurisdictional hazard mitigation planning. Attended River Action meetings.

**INTERGOVERNMENTAL FORUMS AND REGIONAL SERVICES:** Continued assistance to the Joint Purchasing Council (JPC). Worked on the following bids: water treatment chemicals and sign posts. Staffed Quad Cities Area intergovernmental forums and meetings of managers, administrators, and chief elected officials. Assisted with Rock Island Arsenal issues. Participated in emergency planning and preparedness meetings. Continued coordination of Scott County smaller community ITU study.

**REVOLVING LOAN FUND (RLF):** Administered Bi-State RLF Program: Prepared meeting agenda, minutes and financial summary report. Board reviewed Davenport company application and approved. Continued receiving job creation information from active companies. Administered Mercer/Muscatine RLF Program (MMRLF): Prepared financial summary report. Provided information to potential applicants. Worked with Aledo, Muscatine City and County, West Liberty, and Wilton to identify potential projects for gap financing.

**TRANSPORTATION PLANNING, PROGRAMMING AND PROJECT DEVELOPMENT:** Attended related meetings, presented information, and continued staff coordination of river crossing issues, including QC Marathon routing coordination. Served transportation inquiries on projects, funding, and rail crossings. Held interdisciplinary traffic safety meeting. Monitoring bridge restrictions. Prepared monthly reports of federal transportation programs and coordinated related funding/reporting. Monitored air quality emission issues and exceedances. Organizing extreme weather durability and resiliency assessment pilot. Prepared two planning study grant requests – Illinois 92 corridor and QC Mississippi River Rail Bridges. Worked on connections of American Discovery Trail (ADT)/Grand Illinois Trail and Mississippi River Trail and attended related meetings (IL Greenways/Trails Council), as well as other trails planning and grant assistance. Facilitated QCTrails.org and QC Rideshare sites maintenance. Conducted trails counter analysis. Facilitated issues related to Bi-State Regional Trails Committee. Facilitated Complete Streets projects for sidewalk policies development, and held complete streets workshop. Coordinated Bi-State Drug and Alcohol Testing Consortium random testing program and served inquiries. Continued Transit Development Plan update. Monitored MPO and Iowa Region 9 FY18 Transportation Planning Work Programs and coordinated MPO FY18 TPWP revisions. Facilitated revisions to FY19 TPWP. Monitored MPO & Region 9 Federal Fiscal Year (FFY) 2018-21 Transportation Improvement Programs (TIP), including facilitating TIP revisions, monitoring Iowa federal aid swap policy, and maintenance of data entry in Iowa Transportation Project Management System (TPMS) as part of transportation improvement programming. Prepared FFY2018-22 MPO & Region 9 TIPs. Addressing performance measures requirements. Administered Illinois Region 2 transit HSTP coordinator position. Administered Federal Transit Administration (FTA) 5339 grant. Monitored status of implementation of passenger rail service to Chicago. Participated in webinars, workshops, and conferences on various transportation topics related to transportation funding programming, passenger transportation, complete streets, environmental reviews, walking, and bicycles.

# Muscatine Area

# Outdoor Warning Sirens

## Guidance for Testing and Activation

### **Purpose**

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The purpose of this document is to establish common guidelines for activation of outdoor warning sirens throughout the Muscatine area.

The outdoor warning sirens represent only one part of a broader public emergency notification system. Other components might include: NOAA Weather Radio All-hazards, law enforcement, text notification networks, and the media. Sirens are used to alert citizens who are outdoors of an imminent hazard and prompt them to go indoors and seek further information.

This document is not intended to relieve, replace, or supersede any authority or responsibility local jurisdictions might have to protect the citizens of their community.

### **Background**

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Confusion hinders public response. Using common guidelines for the outdoor warning sirens throughout the various jurisdictions of the Muscatine area will minimize confusion in emergency situations. Establishing common guidelines will also enable communities to partner in an area-wide public education campaign regarding sirens and the overall public emergency notification system.

These guidelines are based on communication technology and systems available in the Muscatine area, and also on the current science of severe weather warnings.

### **Siren Activation for Imminent Threats**

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Upon hearing outdoor warning sirens it is important that all persons immediately refer to local broadcast media (radio, TV, etc.) for additional information!

When activated, the tone should be sounded for 3-5 minutes, re-sounding for the duration of the threat (every 10-15 minutes is recommended). Repeated sounding of sirens has directly resulted in saved lives in numerous cases, including local examples such as Granville/Utica (2004) and Iowa City (2006). In both of these cases, the initial siren tone was not heard, but later tones alerted people to the continuing threat.

If sirens have more than one tone, local officials should pre-determine the tone that is most discernible and use that tone for all alerts.

## **Severe Weather**

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National Weather Service warnings define the area threatened by the storm and include information about the history and/or potential of the specific storm. In addition, trained spotters provide real-time reports of an imminent threat approaching or occurring in the community. When a warning includes the specific hazards defined below or when trained spotters report any of these hazards, sirens should be activated for all jurisdictions in the threatened area.

**Tornadoes** – Activation recommended for:

- Tornado Warning issued by the National Weather Service and/or
- Tornado or funnel cloud reported by a trained spotter

**Severe Thunderstorms** – Activation recommended for:

Severe Thunderstorm Warning issued by the National Weather Service or a report from a trained spotter that includes:

- wind 70 mph\* or greater, and/or
- golf ball sized hail\*\* or larger

\* Most fatalities during tornadoes or severe thunderstorms occur due to falling trees or large branches. 70 mph is the typical threshold at which large branches and small trees break. (Additional background for this threshold is available in the engineering document for the Enhanced Fujita damage scale: [www.spc.ncep.noaa.gov/efscale](http://www.spc.ncep.noaa.gov/efscale))

\*\* Hail begins to break windows when it reaches or exceeds golf ball size.

### **Additional considerations:**

Although other weather factors pose a risk, community-wide outdoor warning sirens should NOT be sounded for lightning or flash floods. By its nature, lightning is “self-alerting” and citizens should go indoors when thunder is heard. Also, because of the frequency of lightning, sounding sirens could desensitize the public to the sirens. Although flash floods present a threat, that threat is localized and typically in a known area. In addition, Flash Flood Warnings are often issued more than one hour before the flooding occurs, allowing local officials time for mitigation efforts, and eliminating the usefulness of community-wide sirens in this situation.

## **Local Life-threatening Events**

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Non-weather emergencies (hazmat incident, terrorism, nuclear emergency, etc.) that pose a threat to those outdoors and require action to protect life, will be alerted via the outdoor warning sirens by local officials based on local discretion depending on the emergency. If outdoor warning sirens are activated, the life-threatening conditions should also be relayed to Quad Cities NWS for broadcast on NOAA Weather Radio All-hazards.

## All Clear

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There will be no “all clear” signal from outdoor warning sirens. Citizens are expected to be indoors and should monitor local media for additional information.

## Testing

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Outdoor warning sirens will be tested the first Monday of each month at 11:00 a.m. during nonfreezing months.

If a severe weather watch or warning is in effect for the Quad City metro area prior to 11 a.m. on a scheduled test day, the sirens should **not** be tested that day. Outdoor warning siren tests will resume on the next scheduled monthly date.

# Muscatine Area

# Outdoor Warning Sirens

## Public Safety Answering Point (PSAP) Quick Reference Guide for Activation and Testing

**Sirens should be sounded for 3-5 minutes, resounding for the duration of the threat (every 10-15 minutes is recommended).**

### Severe Weather

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#### Tornadoes

- Tornado Warning issued by the National Weather Service and/or
- Tornado or funnel cloud reported by a trained spotter

#### Severe Thunderstorms

Severe Thunderstorm Warning issued by the National Weather Service or report received from a trained spotter that includes:

- wind 70 mph or greater, and/or
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